# Quick Tips and Key Features of My Prevention Community and access to the CA Town Hall Meetings on Underage Drinking Group Site

www.MyPrevention.org

# What is My Prevention Community?

My Prevention Community (MPC) is a free public website that is used by prevention practitioners across the world to network and share prevention resources. It is a group-based website, meaning that groups can be set up for specific projects or collaborations to help people collaborate within their own group and across other groups. A key feature of MPC is the ability to network with practitioners in other fields of prevention, and access the many online resources and training materials that are available to all fields of prevention. To protect the privacy of its members, registration is required for most of MPC's online resources.



# First: Get Signed Up

Go to the My Prevention Community Home Page at <a href="www.MyPrevention.org">www.MyPrevention.org</a> and click the "Join Us" button. Bookmark this page in your web browser for easy access. This is the site that you will come back to for accessing your personal profile and the MPC navigation system.



To find and access your group (CA Town Hall Meetings on Underage Drinking Group), first click on the Groups button in MPC's navigation bar on the left section of the site; Groups>Active Group Sites>My

*Groups (Various).* From the listing, choose **Town Hall Meetings on Underage Drinking** Group. Click to request access and join the group. The group administrators will approve your membership request and you'll be ready to go! CA Town Hall Meetings on Underage Drinking Group's administrator is Denise Bennett.

## **Second: Understand the Basics**

You can join as many groups as you want on MPC. At a minimum, please join the CA Town Hall Meetings on Underage Drinking Group group. The purpose of the CA Town Hall Meetings on Underage Drinking Group is for community-based organizations in California interested in participating in the 2010 Town Hall Meetings on Underage Drinking and to identify common needs for underage drinking resources and allow for a centralized coordination of town hall events between coordinators. There are some really exciting possibilities for using the blog and forum features of the group to 'get the word out' about the great work we're all doing and to collaborate both within and across prevention specializations. Tour the Group Pages and the Directory & Features sections of the group and subscribe to the announcement blog and group newsletter for periodic email alerts.



# **Third: Manage Your Settings**



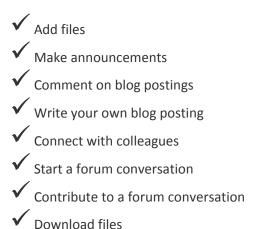
You can adjust your personal settings so that you only receive certain emails updates and newsletters from MPC. Go to the "Manage Profile>Preferences" link under your personal profile and uncheck the ones you don't want to receive. "Subscribe" to key updates: We would like to have everyone subscribed to the announcements for the CA Town Hall Meetings on Underage Drinking Group and its newsletter. Click the "subscribe" link next to anything else you read on the site to be send an email update, including the MPC's "Our Community Discussions" blog and other blogs.

# **Fourth: Connect With Colleagues**

This is one of the easiest and useful features of MPC. With one click you can add someone as a "connection" so that you can easily find and send them a message or resource quickly. Example is at right. You can also see who is online and chat in real time (like Facebook). We also encourage you to "Invite a Colleague" to MPC by clicking on the link in your profile listing.

## Fifth: Contribute

My Prevention Community is a member-driven website, so your contribution is key. While there are group administrators who are the "access point" for questions and posting of some materials, you have full access to post and download all website content. In other words, this is not a space for the dispersal of information. It is a place to engage with your peers to share resources within your private group (CA Town Hall Meetings on Underage Drinking Group) and across all prevention practitioners.







#### **Additional Features**

#### My Favorites

You can maintain a list of "favorite" pages throughout the site. This helps keep things manageable within a website that offers such vast resources. These items include: People, Photo Galleries (and Photos), Blogs (and Posts), Forums (and Topics), Events, Career Openings, and Custom Pages. Clicking on the star symbol on a particular page or item will prompt you with the "Add This as a Favorite" option where you can enter a name and category of the item as well as decide if you'd like to share it with others (public) or hide it from view (private).

#### Personal Wall, Personal Feed, Group Wall and New Group Navigation

There are three new enhancements that consolidate site activity into various "feeds" and "walls." Via these new features, information that once was dispersed across multiple areas of MPC now is presented in more-centralized locations -- which act as convenient portals to other sections of our online community.

#### **Personal Wall**

Your personal profile page now has a "wall" feature. The personal wall feature (called My Wall) enables a member to post entries to his/her personal wall and allows that member's connections to post to his/her personal wall. Public activity, such as registering for events (with visible RSVP lists) or posts made to blogs, is also presented on the member's personal wall. Member's can opt to turn off their personal walls by clicking "Manage Profile>Preferences."

#### **Personal Feed**

Your personal profile page also contains a "feed" of site activity that is relevant to you. Items such as activity within groups to which you belong are now listed in your personal feed (called My Feeds). Personal feeds are visible only to you -- as information within My Feeds is specific to you.

### **Group Wall**

In addition, the CA Town Hall Meetings on Underage Drinking Group has their own group wall to which any of our group members can post (just like Facebook). The group wall also contains a consolidated list of activity specific to our group.

## **Top Navigation**

Click "Group Pages; +Directory and Features; Options" at the top navigation bar, for a consolidated list of various group features and a list of group custom pages.

#### We Want to See You

Please add your picture to your profile and complete your personal profile. In addition, you can upload your resume and personal or professional photos of yourself and colleagues.

# **For More Information**

Go to MPC's Support page at: or contact: http://www.mypreventioncommunity.org/?page=supporthome

- CA Town Hall Meetings on Underage Drinking Group Administrator, Denise Bennett: <a href="mailto:dbennett@adp.ca.gov">dbennett@adp.ca.gov</a>
- MPC Site Administrator, Mark Freeman: mark@emt.org



## www.MyPrevention.org

My Prevention Community (MPC) is a project coordinated by EMT Associates, Inc. and Center for Applied Research Solutions, Inc. as a community service to the prevention field. Please read the "Terms of Use" for privacy and security policies. Questions regarding MPC can be directed to the Site Administrator, Mark Freeman at mark@emt.org.